

**COUNTY OF SAN DIEGO
PROBATION DEPARTMENT - WORK PROJECT PROGRAM
ENROLLMENT INFORMATION SHEET**

ENROLLMENT PROCEDURE

To enroll please report in person to one of the offices listed below. If you fail to enroll **WITHIN 60 DAYS** from your Court date (unless otherwise ordered by the Court), your case will be referred back to Court as a **failure to enroll**. Failure to enroll may result in a bench warrant being issued. If you have a medical or physical limitation (see below) you must enroll at the main office. To enroll you **MUST** bring the following:

- ⇒ **COURT ORDER ISSUED BY COURT**
- ⇒ **PICTURE I.D.**
- ⇒ **NON-REFUNDABLE ENROLLMENT FEE OF \$56.00 (EXACT AMOUNT)**

CASH (EXACT AMOUNT), MONEY ORDER, VISA AND MASTERCARD ARE ACCEPTED AT ALL LOCATIONS. CONSECUTIVE CASES ARE \$56.00 EACH AND CONCURRENT CASES ARE CHARGED ONE FEE, \$56.00 FOR BOTH. **PERSONAL CHECKS ARE NOT ACCEPTED.**

ENROLLMENT LOCATIONS (MON – FRI)

MAIN OFFICE

5201 RUFFIN ROAD, SUITE R
SAN DIEGO, CA 92123
PH# (858)560-3258 HOURS: 8:30-4:30
ADULT AND JUVENILE ENROLLMENTS

HALL OF JUSTICE

330 WEST BROADWAY (5TH FL)
SAN DIEGO, CA 92101
PH# (619)515-8202 HOURS: 7:30-4:30
ADULT ENROLLMENTS ONLY

VISTA OFFICE

325 SOUTH MELROSE DR. STE 2600
VISTA, CA 92083
PH# (760)806-2333 HOURS: 7:30-4:30
ADULT ENROLLMENTS ONLY

JUVENILE PROBATION CENTER (JPC)

2901 MEADOWLARK DR.
SAN DIEGO, CA 92123
PH# (858)694-4600 X-00 HOURS: 7:30-4:30
JUVENILE ENROLLMENTS ONLY

EL CAJON OFFICE

250 EAST MAIN ST (8TH FL)
EL CAJON, CA 92020
PH# (619)441-3441 HOURS: 7:30-4:30
ADULT ENROLLMENTS ONLY

OHIO STREET OFFICE

3977 OHIO STREET
SAN DIEGO, CA 92104
PH# (619)574-5599 HOURS: 7:30-4:00
ADULT ENROLLMENTS ONLY

SOUTH BAY OFFICE

1095 BAY BLVD
CHULA VISTA, CA 91911
PH# (619)498-2111 HOURS: 7:30-4:30
ADULT ENROLLMENTS ONLY

FOR BUS SERVICE INFORMATION CALL PH# (619) 233-3004

MEDICAL/ PHYSICAL LIMITATIONS

In order to ensure the safety and well-being of all public service workers you must be in good health to participate in public service work. Manual labor is a required component of the Work Projects Program. If you state that you have physical or medical limitations, you may be issued a work project medical evaluation form to submit to your doctor for completion. If your medical /physical limitation(s) is minor or not permanent, you can enroll in the program and be assigned to a work crew when your restrictions are lifted. If your doctor states that your limitation can be accommodated on a regular crew you will be assigned and required to comply with your doctor's orders. If your limitations cannot be accommodated on a regular crew you will be required, upon written notice, to appear in court within seven (7) days (pursuant to Cal. Penal Code §1203.3). **REMINDER: THE ENROLLMENT FEE IS NON-REFUNDABLE.**

OUT OF COUNTY REFERRALS

If you have authorization from the court to perform public service work in another county, please call the main office at (858) 560-3258 for further instructions. WORK PROJECT DOES NOT TRANSFER "OUT OF STATE" REFERRALS.